



BARRINGTON, NH SELECT BOARD MINUTES

Monday, October 18, 2021

The Select Board meeting for Monday, October 18, 2021 began at 6:31pm. The meeting was held at the Early Childhood Learning Center (ECLC), 77 Ramsdell Lane, and was also accessible by remote participation via a Microsoft Teams Meeting. In attendance were Chairperson Andrew Knapp, Vice-Chair James Saccoccia, Selectperson Daniel Ayer, Selectperson George Bailey, Selectperson Dannen Mannschreck, Town Administrator (TA) Conner MacIver and Municipal Office Administrator (MOA) Tiffany Caudle. Advisory Budget Committee (ABC) Chair Steve Saunders was also in attendance.

6:31pm. The meeting was called to order by Chairperson Knapp.

PLEDGE OF ALLEGIANCE

6:31pm. Chairperson Knapp led the Pledge of Allegiance.

ROLL CALL ATTENDANCE

6:31pm. Select Board attendance was taken via Roll Call: Ayer-Present, Bailey – Present, Mannschreck – Present, Saccoccia – Present, Knapp – Present.

AGENDA REVIEW AND APPROVAL

6:32pm. Motion to approve the meeting agenda for the Monday, October 18, 2021 meeting as written by Selectperson Bailey, seconded by Selectperson Mannschreck. Roll call vote: Ayer – Aye, Mannschreck – Aye, Bailey – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed by unanimous consent.***

PUBLIC HEARINGS

Sale of Map 103-49 Per RSA 41:14-a

6:33pm. This sale was recommended by the Town Lands Committee, Planning Board, and Conservation Commission, with the suggestion it be sold to the road association or abutters only and be merged with an abutting property if sold to an abutter. See [103-0049 – RSA 41-14-a Notice](#).

6:34pm. Chairperson Knapp opened Public Comment.

6:35pm. There were no public comments. Public Comment closed.

Sale of Map 111-10 Per RSA 41:14-a

6:35pm. This sale was recommended by the Town Lands Committee, Planning Board, and Conservation Commission, with the requirement it be merged with an abutting property. See [111-0010 – RSA 41-14-a Notice](#).

6:35pm. Chairperson Knapp opened Public Comment.

6:35pm. There were no public comments. Public Comment closed.

Sale of Map 111-11 Per RSA 41:14-a

6:36pm. This sale was recommended by the Town Lands Committee, Planning Board, and Conservation Commission, with the requirement it be merged with an abutting property. See [111-0011 – RSA 41-14-a Notice](#).

6:36pm. Chairperson Knapp opened Public Comment.

6:36pm. There were no public comments. Public Comment closed.

Sale of Map 113-23 Per RSA 41:14-a

6:36pm. This sale was recommended by the Town Lands Committee and Conservation Commission. The Planning Board recommended the Town try to retain some control or development authority through a lease instead of a deed transfer. See [113-0023 – RSA 41-14-a Notice](#).

6:36pm. Chairperson Knapp opened Public Comment.

6:37pm. There were no public comments. Public Comment closed.

Sale of Map 113-34 Per RSA 41:14-a

6:37pm. This sale was recommended by the Town Lands Committee and Conservation Commission. The Planning Board recommended the Town try to retain some control or development authority through a lease instead of a deed transfer. See [113-0034 – RSA 41-14-a Notice](#).

6:37pm. Chairperson Knapp opened Public Comment.

6:37pm. There were no public comments. Public Comment closed.

Sale of Map 126-29 Per RSA 41:14-a

6:37pm. This sale was recommended by the Town Lands Committee and Conservation Commission. The Planning Board recommended the Town offer only to NHDOT or retain, not transfer to private ownership. See [126-0029 – RSA 41-14-a Notice](#).

6:37pm. Chairperson Knapp opened Public Comment.

6:38pm. There were no public comments. Public Comment closed.

Sale of Map 227-30 Per RSA 41:14-a

6:38pm. This sale was recommended by the Town Lands Committee and Planning Board. The Conservation Commission recommended asking the purchasers to consider permanently conserving the property due to high co-occurrence values. See [227-0030 – RSA 41-14-a Notice](#).

6:38pm. Chairperson Knapp opened Public Comment.

6:38pm. There were no public comments. Public Comment closed.

Purchase of Map 248-1 Per RSA 41:14-a

6:39pm. This purchase was recommended by the Conservation Commission and Planning Board. See [248-0001 – RSA 41-14-a Notice](#).

6:39pm. Chairperson Knapp opened Public Comment.

6:39pm. There were no public comments. Public Comment closed.

Sale of Map 248-3 Per RSA 41:14-a

6:39pm. This sale was recommended by the Town Lands Committee and Conservation Commission. The Planning Board did not recommend sale, but to retain the property for future expansion of the Town Forest. Selectperson Mannschreck requested and received confirmation that the sale of this property is intended to fund the purchase of the previous property. See [248-0003 – RSA 41-14-a Notice](#).

6:40pm. Chairperson Knapp opened Public Comment.

6:40pm. There were no public comments. Public Comment closed.

Sale of Map 258-11 Per RSA 41:14-a

6:40pm. This sale was recommended by the Town Lands Committee, Conservation Commission, and Planning Board. See [258-0011 – RSA 41-14-a Notice](#).

6:40pm. Chairperson Knapp opened Public Comment.

6:40pm. There were no public comments. Public Comment closed.

The Select Board will be voting on the sale of these nine properties, and purchase of one at the November 1, 2021 meeting. TA MacIver shared his plans for these to be on the Consent Agenda for vote.

CONSENT AGENDA

6:42pm. Motion to accept the Monday, October 18, 2021 Consent Agenda (A-C) as presented and amended by Selectperson Mannschreck, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Mannschreck – Aye, Bailey – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed by unanimous consent.***

A. [Meeting Minutes for October 4, 2021](#)

*Motion to approve the October 4, 2021 minutes – **Passed on the consent agenda.***

B. Previously Submitted/Signed Requests for Signature

- a. Accounts Payable Manifest 2021-241
- b. Payroll Manifest 2021-140
- c. Approved Minutes for the [September 27, 2021](#) Select Board Meeting
- d. Appointment and Oath for Charles Tatham – Conservation Commission Alternate
- e. Six (6) Eviction Documents for properties taken in the August Tax Deeding (**wet**)

*Motion to authorize and sign the above-referenced documents (a-e) – **Passed on the consent agenda.***

C. New Requests for Signature

- a. Accounts Payable Manifest 2021-242
- b. Payroll Manifest 2021-141
- c. Payroll Manifest 2021-141B
- d. Payroll Manifest 2021-141C
- e. Office of Highway Safety Grant Agreement (**wet**)
- f. Timber Report, Warrant, and Abatement for Map 223, Lot 26 C-1
- g. Timber Report, Warrant, and Abatement for Map 233-38

*Motion to authorize and sign the above-referenced documents (a-g) – **Passed on the consent agenda.***

Agenda Order Adjustments

6:41pm. *The Select Board agreed by consensus to move the discussion of New Business (C), Proposed Bumford Road Improvements, next on the agenda. Vice-Chair Saccoccia and Selectperson Bailey recused themselves from the discussion and decision.*

NEW BUSINESS

Proposed Bumford Road Improvements

6:43pm. *Vice-Chair Saccoccia and Selectperson Bailey stepped away from the table.*

2A Tactical, LLC is pursuing construction of a 6,000 s.f. 2-story building with 11,080 s.f. of useable space at the corner of Bumford Road, a Class VI Road, and Route 125/Calef Highway. They are proposing improvements to the road, including altering the intersection with Route 125 and paving a portion of the Road. The applicant is requesting guidance from the Select Board on how to realign the road, and under what conditions it might be allowed. Town Administrator MacIver provided background and overview of the proposal.

Scott Frankiewicz of NH Land Consultants spoke on behalf of the applicants about the suggestion of creating a T-intersection, where it is currently a Y-intersection. The Bumford Road access would be used primarily for deliveries, and there would be a separate patron entrance off 125.

The Select Board and TA MacIver discussed the possibility of requiring a bond; TA MacIver shared that for some projects on Town roads, such as Swains and Meetinghouse, a bond has been required.

Motion to allow CMA Engineers to oversee construction administration and establish a bond and amount, if they deem it necessary, and to also waive the Planning Board fee(s) for a lot line adjustment so the road remains Town property by Selectperson Ayer, seconded by Selectperson Mannschreck. Roll call vote: Ayer – Aye, Mannschreck – Aye, Knapp – Aye. ***The motion passed.***

6:58pm. *Selectperson Bailey and Vice-Chair Saccoccia returned to the table.*

APPOINTMENTS

2022 Library Budget Presentation

6:59pm. Library Director Melissa Huette presented responses to questions from the ABC regarding increased costs, staffing, the debate to charge for programs or not to charge, printing costs, increase in book costs, online portals, etc. The storage shed would be covered by non-operating budget Library funds or donated. She provided requested circulation statistics, showing 2019, 2020, and 2021 circulation information through September 30, 2021.

Selectperson Mannschreck requested confirmation that the library typically does not charge for programs; Director Huette confirmed that as a public library the intent is to avoid charging for programs when possible. Selectperson Ayer shared he would like to see library fines reinstated.

Director Huette confirmed the library does not charge late fee as of July 1st, 2021. After 30 days if an item is not returned the borrower is responsible for replacement of the item. Selectperson Bailey stated that

the library does not have enough room to support interest in activities, and he looks forward to having a room large enough to increase the number of attendees.

Director Huette further explained the Library Building Capital Reserve Funds will be used for construction/renovation, site work, architectural fees, engineering, and other costs for a new or renovated building. The funds have not been spent because the new library has not been approved nor built. The Library Foundation has a balance of \$295,000, with expenditures in last year \$200.00 which covered credit card fees for pledges, postage fees, etc.

Steve Saunders, ABC Chair, shared that seeking additional funding when the capital funds were not spent from last year did not seem appropriate by the ABC. They'd like to see additional information about what services will be provided, and who is responsible for those services, either the Library or Select Board, and a specific goal.

Chairperson Knapp stated his concern that the warrant article for \$25,000 last year was approved with little information for planned use, with that amount now being \$75,000 with no additional information. TA MacIver confirmed the wording of the warrant article is the same, and the wording is important to allow for broad coverage of a project.

Leigh Elliott, Library Trustee Chair, spoke to the classes and programs, the amount requested last year initially being presented at \$75,000 and reduced to \$25,000, the intent to reduce the cost of a new library, the need for a new building, an increase in enrollment at schools including the ECLC due to the growth of the Town.

Karen Towne, Library Trustee Vice-Chair, shared the funds have not been used in consideration of the stress of many due to the pandemic. She expanded that many towns have taken three or four votes to approve a new library, so the Town having said no twice does not mean they'll never say yes.

Director Huette shared library staff are sometimes not able to assist patrons with meeting space, computer assistance, etc. due to their staffing levels.

TA MacIver stated that making recommendations throughout the process seemed to work best last year, asked when the Board would like to begin making decisions or sharing opinions so budgets can be updated accordingly, with the understanding the numbers are not necessarily permanent.

The Select Board discussed costs of additional staffing and the resulting cost to taxpayers, and the need for various services in Town. Vice-Chair Saccoccia shared he is unable to support an increase for library staffing at this time and would like to see creative ways for the library to generate funds for the library.

TA MacIver suggested the Select Board complete in-depth discussion of staffing changes as well as COLA and step increases at the November 1, 2021 meeting as the Recreation Department presentation is expected to be brief.

Agenda Adjustment

7:55pm. *Chairperson Knapp agreed to change the order of discussion to Poll Pads next.*

NEW BUSINESS

Electronic Poll Books - Poll Pads

7:55pm. The NH Secretary of State has agreed to allow municipalities to adopt and implement electronic voter checklists with redundancies in place. Kimberly Kerekes, Barrington's Town Clerk, would like to lease the equipment for the March 2022 election as a test prior to purchasing the equipment at a cost of \$4,800. Long-term staffing at the polls should be able to be reduced, and check-in would be expedited as residents would not be checked in alphabetically. After testing the cost would be \$8,125.

The Selectboard questioned security and hard copy backup, voiced their personal preferences, and asked for further details regarding the capability of the system. Kim stated there are still many unanswered questions, she will be learning more about the system and wanted Selectperson input prior to proceeding further.

8:07pm. *The Select Board called for a short break.*

8:12pm. *The Select Board reconvened.*

Fire/EMS Budget

8:13pm Fire Chief Rick Walker introduced the Fire/EMS and Cemetery budgets. Increases include a pay increase for chief and two additional firefighters for approximately 9 months. One needed correction is an adjustment for the budget to be set to 42 hours on average rather than 48. He shared reasons for major changes, including a reduction in intercepts due to closure of the urgent care in Barrington, the State paying for majority of Fire 1 and Fire 2 training class costs, fees being removed from the budget for a mutual aid association due to it disbanding, and the need for an increase of \$5,000 in the equipment line due to two new firefighters.

ABC Chair Saunders stated the provided materials respond to most questions set by the ABC.

Fire Chief Walker advocated for 24-hour coverage at the Fire Station to reduce overnight response by 10 minutes and reminded all that perspectives change depending on circumstances. The Town's population is increasing, and the demand on services will increase accordingly.

Chair Knapp and Chief Walker discussed Medicare reimbursements, as well as individuals who are unable to pay for ambulance services, that the Select Board in the past decided not to pursue those unable to pay as they're typically elderly. They also discussed per-diem vs. part-time, and TA MacIver explained that in Barrington, there is a 20 hour per week line where a staff member is entitled to part-time benefits, that will not change with title.

Chief Walker encouraged transparency in budgeting and spending, and discussed issues in attracting, hiring, retaining staff, the likelihood of the area regionalizing for services due to current needs, and his intent to staff with consideration for the most appropriate needs for the Town. The Town did not receive an exhaust system grant that was applied for; Chief Walker will continue efforts to obtain a grant, but in the end the Town may end up having to pay for the system.

Selectperson Bailey asked if a choice had to be made between an EMT and firefighter, which would Chief Walker hire? Chief Walker responded EMT, but it would not be the best use of resources.

Cemetery Budget

9:05pm. Cemetery Trustee Rick Walker requested a \$1 placeholder line in the budget as on occasion a plot owner will want to sell a plot back to the Town, and currently there are no lines to assign the funds.

Selectperson Bailey asked if CemSites is up and running. TA MacIver confirmed it is current at www.barrington.nh.gov/pine-grove-cemetery and staff update it as necessary.

Tricentennial Warrant Article

9:08pm. Chief Walker shared the Tricentennial display will be appx \$14k. Fire association is taking on the task of being the nonprofit for the events, so the Town doesn't need to go through 501c3 process. The Committee may need to come to SB with left over funds to decide how to spend them if there is excess.

APPOINTMENTS

Planning Board Appointment – Andrew Melnikas

9:12pm. Andrew Melnikas is currently an alternate member of the Planning Board. With a recent vacancy, he has requested consideration as a full member. His [application form](#) is available for review.

Motion to appoint Andrew Melnikas to the Planning Board with a Term expiring March of 2023 by Selectperson Mannschreck, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Mannschreck – Aye, Bailey – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

PUBLIC COMMENT

Public Comment is limited to three minutes per person, and 15 minutes total.

9:13pm. Public Comment opened.

Police Chief George Joy spoke to rules that apply throughout Town, and how individuals threatening public officials will not be tolerated.

James Saccoccia – 21 James Henry Drive - spoke as a resident and shared that he was impressed with the recently opened Smoking Barrels restaurant.

9:16pm. There were no public comments. Public Comment closed.

STAFF REPORTS

9:16pm. TA MacIver and MOA Caudle had nothing additional to report.

Selectperson Bailey stated he had concerns with statements made by 2A Tactical and requested TA MacIver investigate the statements further.

OLD BUSINESS

Fire Department Staffing Plan

9:18pm. Fire Chief Walker spoke to the reasons for the proposed plan, including only having one full-time employee for a period due to an employee being sent overseas with military commitments and the difficulty in hiring a temporary (one-year) employee.

Chief Walker reiterated that he will be retiring in 3 years, and he wants to leave the department fully staffed. By starting the process now, the proposed position would be filled by the middle of December and would be covered in the current budget. Next year's budget would be fully funded for three full-time positions and the newly hired individual would have a permanent position, with a position retained for the deployed staff, with shifts covered by part-time staff during his deployment.

Chief Walker and the Select Board discussed expectations for staffing in the future and challenges in hiring for these positions, as well as the pros and cons of filling this position now and reviewing for a possible fourth full-time position in the 2023 year.

Motion to create one additional full-time firefighter/EMT position to be hired in 2021 using funds available in the 2021 budget and budget at 100% in the 2022 budget by Selectperson Mannschreck, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Mannschreck – Aye, Bailey – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

Chief Walker requested additional clarification on what numbers to present to Select Board on November 1st. The Select Board advised it should be for three full-time staff, not a fourth.

9:56pm. ABC Chair Saunders left the meeting.

Third Quarter Financial Analysis

9:57pm. Per TA MacIver, the Town remains in a stable and comfortable financial position. Expenses are below where they should be and have been, revenue is above where expected, and details are provided in reports given to the Select Board (See [Expenditures](#), [Revenue](#), and [2021 Third Quarter Financials](#)). Chairperson Knapp shared the efforts made towards increased fiscal responsibility have improved the attractiveness of Barrington and thanked the department heads for their efforts.

Salt Bid

10:00pm. State bid prices from [Eastern Minerals](#) and [Morton Salt](#) are available and Road Agent Marc Moreau is asking the Select Board to award the bid for the 2021-2022 winter season. The cost between the two companies is similar at \$64 vs \$67 per ton, but terms from Morton require 40% to be purchased by December 31st. Marc will be working to reduce salt utilization and increase sand utilization. The recommendation from Marc is to approve the Eastern bid to avoid tonnage commitment.

Selectperson Ayer stated the Conservation Commission is supportive of Marc's efforts and that residents should understand the Town's roads are not going to be perfect mid-storm.

Motion to award the 2021 salt bid to Eastern Minerals at a price of \$67 per ton by Vice-Chair Saccoccia, seconded by Selectperson Mannschreck. Roll Call Vote: Roll call vote: Ayer – Aye, Mannschreck – Aye, Bailey – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

SELECTPERSONS REPORTS

10:08pm.

Selectperson Ayer – Questions from the Town Lands Committee will be coming through the TA for the Select Board at the October 25th meeting.

Selectperson Mannschreck – The School Board extended the mask mandate and will review again tomorrow. The school population as of October 1st is 1,593. The Transfer Station and Recycling Center Review Committee (TSRCRC) met, proposed with a Select Board vote next meeting that the Transfer Station be closed on Christmas Day, which is a Saturday, and will open Tuesday 9-6 instead of 1-6. A proposal isn't up yet for the following Saturday, New Year's Day. The TSRCRC will be teaming with Barrington Rec for a Roadside cleanup club and are working with the Barrington Library for sneaker program. There are now two book bins as they were getting filled so quickly, and the Transfer Station has installed a textile bin and a new sliding gate. The ABC will meet tomorrow.

Selectperson Bailey – Will begin attending meetings for the Library again now that budget is complete. There is a walkthrough tomorrow for a Zoning Board case, and there is a ZBA meeting on Wednesday.

Vice-Chair Saccoccia – The new floor looks great at Rec, fall sports are coming to an end with winter signups coming. Tonight was the first interview for a general contractor to build fire walls. Vice-Chair Saccoccia also explained his expectations regarding meetings and expectations when Chair Knapp is absent, and he is acting Chair. He shared Selectperson Bailey had raised concerns regarding containers on his personal property, and shared they contain personal items.

Chairperson Knapp – The Technology Committee met last Tuesday, where polling pods were discussed, as well as budget needs relating to contracts with IT providers and the challenges with the phone system at the Police Department. Chair Knapp shared he experienced this issue personally today with a similar system. He then encouraged all to give Vice-Chair Saccoccia respect in how meetings are run as he was elected by the Board to do so in his absence. If any conflicts arise, he asked they be addressed with one another, and reminded all they are here for Barrington.

Selectperson Bailey – added the meetings have been governed by rules of procedure the Select Board has reviewed and approved. He was told containers were on the property, and that's all that was said, no offense was intended. He apologized for the disruption of the meeting.

PUBLIC COMMENT

10:19pm. Public Comment opened.

Selectperson Ayer – Reminded all of Rec's Fall Fest this Saturday, encouraged folks to attend.

10:20pm. There were no additional public comments. *Public Comment closed.*

NONPUBLIC SESSION

10:20pm. Motion to enter nonpublic session pursuant to [RSA 91-A:3, II](#) for reasons of personnel and legal by Chairperson Knapp, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

RETURN TO PUBLIC SESSION AND ADJOURNMENT

10:39pm. Motion to seal the nonpublic minutes indefinitely to avoid adversely affecting the reputations of those discussed by Chairperson Knapp, seconded by Selectperson Mannschreck. Roll Call Vote: Ayer – Aye, Mannschreck – Aye, Bailey – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

10:40pm. Motion to adjourn the October 18, 2021 Select Board meeting by Vice-Chair Saccoccia, seconded by Selectperson Mannschreck. Roll Call Vote: Ayer – Aye, Mannschreck – Aye, Bailey – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

Links to all reviewed documents can be found in the [October 18, 2021 Town Administrator's Report](#).

Chairperson A. Knapp

Selectperson G. Bailey

Vice-Chairperson J. Saccoccia

Selectperson D. Ayer

Selectperson D. Mannschreck

Date Minutes Were Approved